



King County
Department of Development and Environmental Services
Land Use Services Division
900 Oakesdale Avenue Southwest
Renton, Washington 98055-1219
206-296-6600 TTY 206-296-7217

Subdivision Exemption Request Instructions

For alternate formats, call 206-296-6600.

Subdivision Exemption Request Instructions

There are various exemptions that allow property owners to create, or have recognized, new parcels outside of the subdivision process. Most common exemption processes include the following applications, and the Web addresses below link to their instructions and applications.

- Determination of Legal Lot Status (KCC 19A.08.070)
<http://www.metrokc.gov/ddes/forms/le-det-leglot.pdf>
- Determination of Innocent Purchaser Status (KCC 19A.08.090)
<http://www.metrokc.gov/ddes/forms/le-ins-innoc.pdf>
- Testamentary Division (KCC 19A.08.040)
- Exempt Forty (40) Acre Segregation (KCC 19A.08.040)
- Five (5) Acre Public Agency Segregation (KCC 19A.08.040)
- Boundary Line Adjustments (KCC 19A.08.040 & 19A.28)
<http://www.metrokc.gov/ddes/forms/le-app-blaapp.pdf>

For additional information on the processes listed above, visit DDES' [Customer Information Bulletins](#) and Permit Application Information at <http://www.metrokc.gov/ddes/perminfo/>.

Using any of the exemption processes to obtain a legal lot status does not imply or guarantee that the new parcel is buildable or ready for development. To address those questions, you need to obtain Health approval and follow the prescribed permit processes that allow a specific development to occur.

If you are requesting an exemption from the subdivision process allowed under KCC 19A.08.040, use and complete the Subdivision Exemption Request form on page two. Include the following:

1. Complete the applicant information at the top of the form. You must include the tax lot number (see Assessor's Map) for the parcel.
2. Paragraph 1 – Please attach the legal and common description for each piece of property you believe to be legally segregated. Attach all documents related to the purchase of said property; include copies of court decisions, agreements, purchase and sale agreements, real estate contracts and/or advertising representations made by the seller that show separate parcels. Include the subsection of the code that applies to your exemption.
3. Include a signed copy of a [Certification of Applicant Status](#) form with this application.
4. Provide copy of current Assessor's map.

Please submit the above material together with the current deposit to the Department of Development and Environmental Services at the address above. The current fee schedule is online on the [Permit Fee Estimates](#) Web page under "Subdivision Miscellaneous" from the DDES Web site at www.metrokc.gov/ddes. If further information or explanation of the enclosed statement is required, please call 206-296-6600.

Check out the DDES Web site at www.metrokc.gov/ddes



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Subdivision Exemption Request Form

Applicant Name: _____ Telephone: (____) _____
Address: _____ Tax Lot No. _____
City, State & Zip: _____

RE: **Segregation of King County Tax Lot** per K.C.C. 19A.08.040(A-I), Exemptions of Subdivisions and Short Subdivisions.

Enclosed find _____ separate legal description(s) and the supporting documentation for the above mentioned tax lot(s). I respectfully request that you review the enclosed information and recognize/segregate the parcel(s) into _____ separate lots per the appropriate exemption category (A-I): _____.

All potential separate lots per K.C.C. 19A.08.070, Separate Lots, are included in this request and all eligible subdivision exemptions per K.C.C. 19A.08.040 are hereby disclosed and established with this request. Enclosed is a current Title Report that covers the subject property and discloses any encumbrances on the lots, the deed history and tax history of the property, and a copy of the current King County Assessor's map.

Signature of Owner

Date

Check out the DDES Web site at www.metrokc.gov/ddes